

Minutes of Special and Regular Meeting of November 10, 2015
One Twin Pines Lane

SPECIAL MEETING, 6:35 P.M.

A. CLOSED SESSION [Third Floor Conference Room]

- (1) Conference With Legal Counsel (Govt Code Section 54956.9(d)(1))
Existing Litigation, One Case: Baka v. City of Belmont, San Mateo Superior Court No.
CIV 523248

Attended by Councilmembers Wright, Reed, Lieberman, Stone, Braunstein

ADJOURNMENT at this time, being 6:50 P.M.

Terri Cook
City Clerk

REGULAR MEETING
City Council Chambers
CALL TO ORDER: 7:00 P.M.

ROLL CALL

Councilmembers Present: Wright, Reed, Lieberman, Stone, Braunstein

Councilmembers Absent: None

PLEDGE OF ALLEGIANCE

Led by Ralph Crame, Carlmont High School Principal.

REPORT FROM CLOSED SESSION

No report.

SPECIAL PRESENTATIONS

Introduction of new Carlmont High School Principal, Ralph Crame

Mayor Braunstein introduced Ralph Crame, the new Principal at Carlmont High School.

Ralph Crame, Principal, provided a brief summary of his background and experience at Carlmont High School. He described some of the capital improvement projects under way on the campus, and provided details of programs and co-curricular activities. He expressed concerns regarding the ability to recruit and retain teaching staff due to housing issues.

Councilmembers added their comments regarding Carlmont High School.

PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

Marshall Torre, Summerhill Homes, invited the public to participate in the Applied Materials Turkey Trot on Thanksgiving Day.

Sergio Raddavero, AYSO, expressed concerns regarding lack of enforcement of the current leash law on fields during AYSO play.

Kathleen Beasley, Belmont Library, outlined upcoming programs and activities.

Perry Kennan, Belmont resident, spoke regarding the outcome of the recent election. He commented regarding the problem with off-leash dogs on the fields. He also commented regarding the lack of a local newspaper and suggested holding town meetings.

City Attorney Rennie clarified constraints of a town hall meeting format. He noted that an agenda would need to be developed, posted, and followed if a quorum of the city council is participating.

COUNCILMEMBER ANNOUNCEMENTS

Councilmember Wright explained the need to leave the meeting early due to a family commitment. She pointed out that the comprehensive Pedestrian and Bike Plan is under way and information is available on the web.

Councilmember Reed announced the upcoming Holiday Craft Faire at Twin Pines Park as well as the Home remodel and tree zoning amendments workshop on November 18.

Councilmember Lieberman announced the Tree Lighting on November 30th at the Carlmont Shopping Center.

Councilmember Stone outlined changes in the street sweeping schedule. He provided an update on the exploration of the formation a youth commission by an ad hoc committee. He commented regarding the recent Carlmont Shopping Center Wine Walk.

Mayor Braunstein described the reorganization of the City Council on December 8.

(At this time, being 7:45 p.m., Councilmember Wright left the meeting.)

ITEMS APPROVED ON CONSENT CALENDAR

Resolution 2015-110 accepting work and authorizing the issuance of a Notice of Completion for the 2015 Sewer and Storm Drain Improvement Project, City Contract Number 2015-530 for a final contract cost of \$690,464

Resolution 2015-111 accepting work and authorizing the issuance of a Notice of Completion to Devaney Engineering, Inc. for the Ralston Avenue and Mountain View Storm Drain Repair Project, City Contract Number 2015-531, for a final contract cost of \$95,742

Approval of Minutes of Regular Meeting of October 27, 2015

ACTION: On a motion by Councilmember Reed, seconded by Councilmember Lieberman, the Consent Agenda was unanimously approved, as amended (4-0, Wright absent).

PUBLIC HEARINGS

Rezoning and General Plan Amendment for the Marriott Springhill Suites Hotel Development at Shoreway Road and Cormorant Drive

Community Development Director de Melo outlined the previous City Council action to introduce ordinance to rezone the site to accommodate the hotel use. He briefly described the project which was outlined in greater detail at the previous meeting.

Mayor Braunstein opened the Public Hearing. No one came forward to speak.

ACTION: On a motion by Councilmember Reed, the Public Hearing was closed.

City Attorney Rennie read the title of ordinance.

ACTION: On a motion by Councilmember Lieberman, seconded by Councilmember Stone, Ordinance 2015-1092 rezoning the property from M-1 Limited Manufacturing to C-3 Highway Commercial. Resolution 2015-112 amending the General Plan designation from LI - Light Industrial to CH - Commercial Highway (4-0, Wright absent), motion to include full reading of the ordinance.

Zoning Ordinance Amendment - Section 5.4.2(g) - Hotel/Motel Uses in the C-3 Highway Commercial Zoning District

Community Development Director de Melo reviewed the previous action to introduce the ordinance to allow hotel/and motel uses in the C-3 Highway Commercial Zoning.

Mayor Braunstein opened the Public Hearing. No one came forward to speak.

ACTION: On a motion by Councilmember Reed, the Public Hearing was closed.

City Attorney Rennie read the title of ordinance.

ACTION: On a motion by Councilmember Reed, seconded by Councilmember Lieberman, Ordinance 2015-1093 amending Section 5.4.2(g) of the Belmont Zoning Ordinance Adding Hotel as a Conditional Use in the C-3 Highway Commercial District (4-0, Wright absent), motion to include full reading of the ordinance.

Revision to User Fees, Rates and Service Charges

Finance Director Fil explained that the City of Belmont has not made a comprehensive review of its fees and service charges in several years, although increases and adjustments have been made over the years. He explained the methodology used by the consultant, and noted that the majority of fees that were studied are in the development area.

Tony Thrasher, Consultant, noted that the objective of a user fee study is to determine the reasonable cost of a service or program, and to set the fees accordingly. He noted that the City is not

permitted to recover more than the cost of service, but can set a fee lower than the cost of service. He also noted that a level of subsidy can be applied. He outlined the components of the study and described policy considerations. He noted that staffing levels and processes vary from city to city, which results in varying fees from city to city. He also noted that other cities may have differing levels of subsidy, which could result in a variation of fees when compared with other cities.

Council discussion ensued. Councilmembers noted that a reduction could be made by reducing the cost to provide the service, provide additional subsidy, or finding ways to provide efficiencies.

Councilmember Stone recommended not taking action and instead holding a study session to discuss policy considerations and the methodology used to develop the fees. Mayor Braunstein concurred.

Councilmember Lieberman expressed concerns regarding any delay in the implementation of fees. He noted that any delay could result in ongoing General Fund subsidies. He pointed out that some fees are proposed to be reduced, and any delay would delay the implementation of those reductions.

Councilmember Reed concurred with Councilmember Stone. He noted a larger discussion is important before taking action.

Finance Director Fil explained that the fee increases were proposed to represent a four to five percent net increase overall. He noted that what is being proposed is based on last year's budget, and salaries and costs have increased since that time.

Discussion ensued regarding methodology, including comparisons with other cities. It was pointed out that some fees in other cities, which were used for comparison, have not been changed in a number of years.

Mayor Braunstein opened the Public Hearing.

Karen Shane, Belmont resident, requested clarification regarding the percentage of total the City's gross revenue the fees represent, and why 1221 hours were used as opposed to 2080 hours, which is a standard. She also requested the information in spreadsheet format. She commented regarding crime fees and appeal fees.

Finance Director Fil responded that the total revenue generated represents approximately 25-30 percent, and in some funds it represents 100 percent of the revenue.

Consultant Thrasher explained the use of 1221 hours. He noted that they are productive billable hours, not actual hours, since the employee may spend time on tasks not related to user fees.

ACTION: On a motion by Councilmember Reed, the Public Hearing was closed.

Council concurred to continue this matter to a date uncertain.

**COMMISSION, COMMITTEE, AND COUNCIL INTERGOVERNMENTAL ASSIGNMENT
UPDATES, AND STAFF ITEMS**

**Verbal report from Councilmembers on Intergovernmental (IGR) and Subcommittee
Assignments**

Councilmembers reported on their intergovernmental and subcommittee assignments.

Verbal report from City Manager

City Manager Scoles commented regarding the upcoming workshop on November 18 for the zoning and tree ordinance discussion. He noted that the City Council reorganization meeting on December 8 would begin at 6:30 rather than 7:00 p.m. He stated that sandbag stations have been opened. He pointed out that November 11 is Veterans Day, and City Hall would be closed.

ADJOURNMENT 9:50 p.m.

Terri Cook
City Clerk

Meeting audio-recorded and videotaped.